

# STATE WORKFORCE INVESTMENT BOARD ONE-STOP DEVELOPMENT COMMITTEE

December 18, 2006

## MINUTES

**Committee Members Present:** Marty Copps, Chair; Mike DesRosier; Keith Kelly; Gary Perry; and Jeff Rupp

**Committee Members Absent:** Dave Crum, Georgia Gibbs-Atkinson, Gail Richardson, and Linda Woods

**Staff:** Leisa Smith, Chris Wilhelm, and Danielle Nettleton

**Guests:** Jay Reardon, Pam Watson, Mike Shoquist, Marilyn Becker, Linda Craft, Debbie Krantz, Pat Hulla, Mona Amundson, Jody King, Patty Furniss, James Hamilton, Jerry Baker, Jim Baker, and Kati Bremner.

### Welcome and Introductions

Chair Marty Copps called the meeting to order at 12:35 p.m. Chris Wilhelm took roll call, and Leisa Smith addressed housekeeping items. Chair Copps asked for and received consensus to relax Roberts Rules of Order to allow more fluid discussion.

### Approval of Agenda

Keith Kelly moved to approve the agenda as presented. Mike DesRosier seconded the motion, which carried unanimously.

### Approval of Meeting Minutes

Ms. Wilhelm advised members that the August 30, 2006 draft minutes refer to Mr. Ryder. The person is actually Mr. Unterreiner, Director of the Kalispell Chamber of Commerce. Mr. Kelly moved to approve the August 30, 2006 minutes as amended. Mike DesRosier seconded the motion, which carried unanimously.

### One-Stop Plans

Chair Copps explained there were currently ten one-stop plans under staff review. Three of those plans were being submitted to the committee today for possible approval: Bitterroot Workforce System based in Hamilton, Mission Valley One-Stop Workforce System based in Polson, and Northeast Montana Workforce System based in Glasgow and Wolf Point. Ms. Smith gave a brief overview of each plan and advised members site reviews had not been completed at this time, however, they would be completed within 60 days of plan approval per policy.

#### Bitterroot Workforce System

Located in Hamilton, the Bitterroot Workforce System utilizes a campus approach. Operated by Patti Furniss, the system is comprised of a one-stop center at the Bitterroot Job Service Workforce Center and an affiliate site at the District XI HRDC. Satellite sites are located in Corvallis, Darby, Hamilton, Stevensville, and Victor.

Jeff Rupp moved to approve the Bitterroot Workforce System plan pending acquisition of final signatures and completion of successful site review. Mr. Kelly seconded the motion, and the motion carried unanimously.

#### Mission Valley One-Stop Workforce System

Centered in Polson at the Lake County Job Service Workforce Center, the Mission Valley One-Stop Workforce System is operated by Mike Shoquist. It serves the Greater Mission Valley, which encompasses Lake County and those areas lying within the boundaries of the Flathead Indian Reservation. All mandatory partners have signed agreements. Debbie Krantz is actively pursuing two additional signatures; one with the Confederated Salish and Kootenai Tribe's Department of Human Resource Development, and the Lake County Public School system.

Mr. Kelly moved to approve the Mission Valley One-Stop Workforce System plan pending acquisition of final signatures and completion of successful site review. Mr. Rupp seconded the motion, which carried unanimously.

#### Northeast Montana Workforce System

Operated by Mona Amundson, the Northeast Montana Workforce System has two centers; one at the Glasgow Job Service Workforce Center, and one at the Wolf Point Job Service Workforce Center. The Northeast Montana Workforce System serves MACo District I: Phillips, Valley, Daniels, Sheridan, and Roosevelt Counties.

Mr. Kelly moved to approve the Northeast Montana Workforce System plan pending acquisition of final signatures and completion of successful site review. Mr. Rupp seconded the motion, which carried unanimously.

Mr. DesRosier requested clarification regarding the signatures required for one-stop certification. Ms. Smith stated all one-stops are required to provide the SWIB with signed copies of collocation Consortium Agreements and partner MOUs prior to certification. Discussion ensued regarding the "Working Friends" business plan review. Committee members and the public were advised that particular plan was under staff review with correspondence forthcoming from staff.

#### **Adjournment**

With no further business, the meeting was adjourned by consensus at 1:25 p.m.